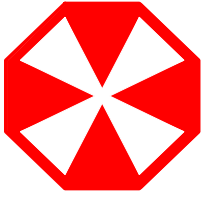


EIGHTH UNITED STATES ARMY



WIGHTMAN NCO ACADEMY

**SPONSORS AND
SCHOOLS NCOs
BRIEFING**



INTRODUCTION



- **Name:**
- **Camp Lay out**
- **Wightman Hall (No Eating or Drinking, Latrines, Stage)**

CAMP JACKSON

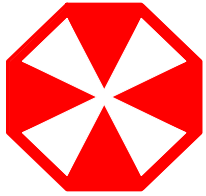
North

Wightman
Hall

KSB

DFAC





CAMP LAY OUT

- **Camp Lay out**
- **Latrines**
- **Smoking Area**
- **Lunch Hours – KTA 1130**
- PLDC 1215**
- Sponsors 1240**
- Schools NCO 1240**



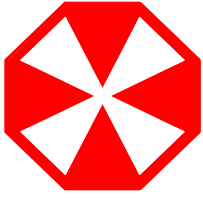
EQUIPMENT INVENTORY



Soldiers missing any Item from the packing list have 24 hours to make up shortages or they will be denied enrollment in PLDC.

Due to the excessive amount of soldiers showing up for class not prepared. However, all necessary documents were signed by the soldiers Chain of Command verifying all equipment was present and accounted for.

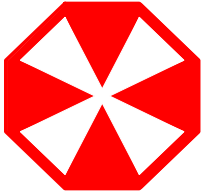
Students that report to Camp Jackson with oversized luggage will have it removed by their sponsor by the end of Day 2.



EQUIPMENT INVENTORY



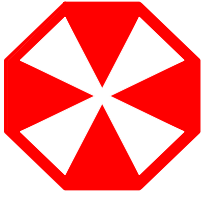
- **Neither Schools NCOs nor sponsors are allowed in Wightman Hall or the clothing and TA-50 inventory location. Sponsors are not allowed to take equipment into the student barracks.**
- **We ask that you comply with these instructions to facilitate in-processing.**



NCO ACADEMY'S WEBSITE



- ❑ There are two methods to view the NCO Academy's website.
 - First option is through the 8th Army Web Site;
(<http://8tharmy.korea.army.mil>) click on Assigned Units.
From there, scroll down till you see the 8th Army NCO Academy's Crest and click on it.
 - The other option is to go directly to the link. The address is
(<http://ncoa.korea.army.mil>) we encourage every one to visit the site weekly to stay abreast with all the updates; i.e. graduation, grades, packing list, and medical requirements.



Student Mailing Address



Student Name and Student Number
8th Army Wightman NCO Academy
Unit 15351
APO AP 96258



DELIVERING EQUIPMENT



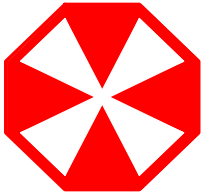
➤ **Sponsors or representatives delivering additional equipment after in-processing day need to report to the SDNCO Desk located in Bldg 2137. They are the only ones authorized to receive equipment (i.e telephone, stamps).**



VISITATION



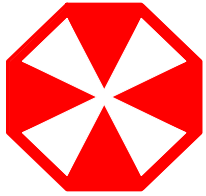
- **Lunch time visitation is Monday through Sunday and is encouraged, but only by the sponsors and Chain of Command.**
- **Sponsors must be at least E-4(P) or higher and in the immediate chain of command to visit.**
- **One student is allowed a maximum of three Visitors (At anyone time). We allow thirty Visitors per visitation day.**
- **Sponsors/Visitors cannot eat in the DFAC until PLDC students have entered the DFAC and begun their meals (no line cutting). Students are allowed to eat in the KATUSA Snack Bar.**



VISITATION



- **All personnel must sign-in at the Academy's SDNCO desk, and in the appropriate military uniform (no PT Uniform nor Civilian Clothes).**
- **Reservations for visitation are made one duty day prior to the day of the visitation. For reservations please contact the Academy's Operations Office at 732-7764, Mondays through Wednesdays from 0830 to 1630, Thursdays, from 1300 to 1630 and Fridays, from 0830 to 1630.**



VISITATION

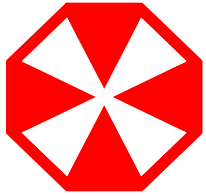


- **The only visitation permitted without reservation is when a student fails an examination or the APFT. If you do not coordinate, you will not see the student. If a student is caught with an unauthorized visitor, he/she will receive a Negative Spot Report.**
- **When failing an exam, students will contact their sponsor and chain of command as soon as possible. It is encouraged that someone from the student's Chain of Command visits the student.**



RETEST

- **All retests are administered within 24 hours of the original test. If the Chain of Command would like to visit the student prior to the retest, visitation will be permitted. No sponsors or Chain of Command personnel will be allowed to walk the Land Navigation course at any time with their student (this includes retraining).**
- **Sponsors or Chain of Command are not allowed to run with their soldiers during the APFT.**



VISITATION **NOT PERMITTED**

❑ Lunch visitation will not be permitted on the following days:

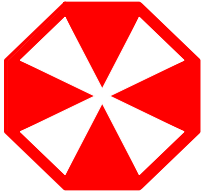
- Training day **01 & 02** Due to students' acclimatization
- Training day **12 & 13** Due to training presentations
- Training day **18,19, 20&22** Due to Land Navigation Training
- Training day **23 through 26** Due to the FTX
- Training day **29** Due to Graduation Rehearsal



EMERGENCY LEAVE



- **The soldier's Unit Commander is the approving authority to release a soldier from the course due to an emergency situation not the Academy.**
- **Please call the Operations office during normal duty hours. Non-duty hours call the Academy's Staff Duty Office at 732-6405.**
- **Students will not be released without a request memorandum signed by the Unit's Commander. This signed memorandum may be faxed directly to the Academy's S-3, point of contact is the Academy's Operations Office at 732-7764, Fax # is 732-6406.**



EMERGENCY LEAVE



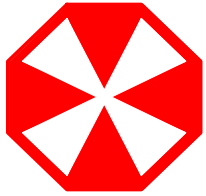
- **Please confirm social security number and message prior to informing the soldier.**
- **Red Cross messages should not be given over the telephone, be compassionate about your soldiers situation.**
- **If the Chain of Command can not give the message to the soldier in person for reason beyond their control, we will assist the unit on delivering the message to the soldier.**



EMERGENCY LEAVE



- **The Academy will assist the unit by getting the soldier ready to depart Camp Jackson.**
- **It is the unit's responsibility to coordinate transportation for the soldier.**



GRADUATION



- **Graduation for Class 09-03 will be held at Camp Jackson on 10 September, at 1000HRS.**
- **Student's baggage will be picked up after the graduation ceremony/issuing of DA Form 1059's.**
- **Commanders and CSMs need to RSVP to the Academy's Operations Office no later than two days prior to graduation day.**



QUESTIONS?